

SRHE Governing Council – Applications for Membership of SRHE Governing Council

Notes for Guidance

The role of council members is a very important one. These individuals are the trustees of the Society and the role comes with a number of responsibilities and commitments which nominated candidates must be prepared to take on.

The business of the Society, which includes the management of the Society's affairs and all its activities, is undertaken by a small team of employed experienced and accomplished professionals, led by a highly experienced Director/CEO.

The members of SRHE Governing Council are responsible for delivering the mission of the Society as well as overseeing the Society's affairs, especially financial. Nominated candidates need to demonstrate a range of skills and areas of expertise which will help the Society achieve its goals, deliver the charitable activities defined and meet the requirements of the business plans formulated. Candidates must be prepared to take on the time commitment necessary to perform these duties effectively.

Elections to SRHE Governing Council-Information for candidates and nominees

- Members of Council are expected to attend 3 formal meetings of Council each year.
- Each member of Council also serves on one of the Society's Standing committees. This also involves a minimum commitment of three additional meetings a year. The Chairs of each standing committee are also members of council.
- The Society runs a major annual conference, a series of Networks and other events and seminars throughout the year. Council members are expected to support and attend some of these events.
- Elected Council members serve for an initial term of 3 years renewable, up to a maximum of 3 consecutive terms.
- Nomination forms must be completed by a proposer and two seconders, preferably not all from the same HEI or organisation.
- Completed and signed Nomination Forms must be received in the SRHE Office by noon on the stated closing date. Completed and signed forms may be sent by email. Electronic signatures are acceptable so long as the nomination form is sent via email which is copied to the nominee and both seconders

Closing date for nominations is: 1st June 2017

- The Society Governing Council will review all nominations at their June meeting. All nominations will be subject to full and thorough scrutiny and considered in the context of the identified governance and skills needs and the potential contribution and commitment to engagement demonstrated in the application.
- Council will agree on which nominations most closely meet the identified needs of Council and formally approve these appointments. All appointed nominees will be invited to the October meeting of Governing Council which will include an induction meeting during the morning of this day. This will provide an opportunity to explore standing committee membership and other roles for all new members.

- Newly appointed members of Council will then take up their formal positions on Council with effect from 1 January of the following year.
- SRHE Council will report on the procedures followed in the appointments process and the decisions made at the Society AGM in December each year.

For further information and guidance on the Nominations process for membership of SRHE Governing Council and /or the expectations of the role, please contact the Society Director, Helen Perkins at helen.perkins@srhe.ac.uk.